

**FAIRVIEW DEVELOPMENTAL CENTER
JOB OPPORTUNITY BULLETIN****OCCUPATIONAL THERAPIST ASSISTANT, DMH & DDS**

SALARY RANGE	\$2558 - \$3202
TENURE/TIME BASE	Permanent, Full Time
PROGRAM/DEPARTMENT	PM&R
FINAL FILING DATE	Until Filled

DESCRIPTION OF DUTIES: The Occupational Therapist Assistant serves under the direction of the Medical Director, Assistant to the Medical Director, the PM & R Department lead. Candidates must carry out individual or group treatment programs under the supervision of an Occupational Therapist. Treats clients upon physician referral; provides Occupational Therapy treatment as indicated according to a plan of care developed by a licensed OTR. Train staff in the provision of ADL's, oral proper positioning, the need for adaptive equipment and other devices. Maintains a safe and therapeutic environment which ensures respect, dignity, protects privacy rights, confidentiality, and physical and emotional well being of all individuals. Review the consumers' medical records and interviews unit staff members. Coordinates treatment outcomes with members of the interdisciplinary team to achieve a multi-disciplinary treatment approach. Performs under an updated treatment plan providing follow-up visits for intellectually disabled population within state facility, as approved by the Medical Director. Attends clients IPP conferences and special meetings, speaks on treatment outcomes related to Occupational Therapy. Completes departmental reports and other required documentation in a timely manner. Additionally, computer skills and exceptional organizational skills are required to effectively carry out the essential duties of this position.

WHO MAY APPLY: Candidates with list, transfer or reinstatement eligibility for the classification. Appointment will be subject to Departmental Restriction of Appointment (DROA), State Restriction of Appointment (SROA)/Surplus, and Reemployment list procedures. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews.

Note: Appointment subject to State Restriction of Appointment (SROA), Surplus and Re-employment List Procedures, pre-employment physical and fingerprint clearance. Applications can be obtained from the Testing Office of Fairview Developmental Center or from the State Personnel Board website www.spb.ca.gov. **No FAX applications or resumes will be accepted.**

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

FAIRVIEW DEVELOPMENTAL CENTER
TESTING OFFICE, ROOM 211
2501 HARBOR BLVD.
COSTA MESA CA 92627
(714) 957-5255

IMPORTANT: PLEASE INCLUDE THE PROGRAM/DEPARTMENT NEXT TO THE JOB TITLE ON THE APPLICATION OR IT WILL NOT BE CONSIDERED FOR THE VACANCY.

FAIRVIEW IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

CLASSIFICATION TITLE: OCCUPATIONAL THERAPIST ASSISTANT, DMH & DDS
RELEASE DATE: 05/01/15